

BOARD OF SELECTMEN

September 13, 2011

Minutes

The Board of Selectmen met on Tuesday, September 13, 2011 in the Town Hall Clark Room. Those present were Selectmen Douglas A. G. Stevenson, Peter Scavongelli, John Gorecki, John D. Williams and Timothy F. Hult. Town Administrator Timothy D. Goddard was also present.

Mr. Stevenson spoke about the remembrance of September 11th that occurred a few days ago. He said the Fire Department observed the moment at 10:05 a.m. on Sunday in memory of all the firefighters who lost their lives that day. Mr. Stevenson asked that the Board to take a moment of silence in commemoration of the events of 9-11-2001. Mr. Stevenson spoke about Hurricane Irene. He said he wanted to thank and recognize the emergency public service people who were well prepared for the event. He specifically thanked Fire Chief David Flannery, Police Chief John Fisher and DPW Superintendent Gary Davis.

Town Administrator Report

Mr. Goddard spoke about the tentative plans for a Special Town Meeting on Tuesday, November 8th with a Special Debt Exclusion Election on the following Tuesday, November 15th. He said we really will not know the necessity for either until the CCHS Building Committee meets with the MSBA on September 28th. Mr. Goddard explained that the Board's next two meetings are scheduled on September 27th and October 11th. He said according to the General Laws that require the Board to notify the Town Clerk at least 35 day in advance of an election, the Board may wish to consider rescheduling the October 11th meeting to October 4th. Mr. Stevenson said he would like to hold a brief meeting on October 4th. Mr. Hult agreed with Mr. Stevenson to keep the Oct. 11th meeting and meet briefly on Oct. 4th.

Mr. Goddard said the Board has received requests from the Towns of Needham and Medway to endorse the nominations of the Chairs of their respective Boards of Selectmen for seats on the Boston Metropolitan Planning Organization. Mr. Goddard explained that in order to be nominated, a community must receive the endorsement of the chief elected official in at least five other communities in the MPO region.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to authorize Chairman Douglas A.G. Stevenson to endorse the nomination of Richard Dunne, Chairman of the Medway Board of Selectmen, and Maurice (Moe) Handel, Chairman of the Needham Board of Selectmen, to the Boston Metropolitan Planning Organization and to submit these endorsements to the Metropolitan Area Planning Council.

Mr. Goddard informed the Board that they have received a request from Superintendent Edward Bouquillon of the Minuteman Regional School for nominations to the Building Committee, which they will be organizing soon in connection with their proposed project. He said they are seeking individuals with engineering and/or construction experience and are willing to work on the project for approximately two years.

Mr. Hult suggested placing a notice in the Carlisle *Mosquito* stating that we looking for members and also a replacement for the Carlisle representative to the Minuteman Regional School.

Mr. Goddard said over the past several months he has become aware of a number of corrections and additions that are needed on the Veterans' Memorial Honor Roll plaques on the Town Common. He said he

has been working with the New York firm that cast the plaques on developing an estimate for repairs and has identified a source of funds, which is small caps, for the repairs. Mr. Goddard said he will ask the Carlisle *Mosquito* for assistance in getting the word out to the community that we are seeking information about anything that needs to be repaired on the Memorial to please contact his office.

Conservation Restriction # 64

Mr. Goddard said the Board has a Conservation Restriction to review tonight from the Richardson family of 121 Skelton Road, Carlisle Massachusetts. The Conservation Restriction is on a portion of Skelton Road [approx. 4 acres]. Mr. Goddard said the Conservation Commission and Conservation Restriction Advisory Committee have recently reviewed and approved this proposed restriction. He added that our Town Council has similarly recommended that the Board approve the restriction that preserves this acreage and agricultural use. Mr. Goddard said Fontaine Richardson was present this evening to answer questions.

Mr. Stevenson thanked Mr. Richardson for this generous offer to preserve another beautiful piece of property.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** that with gratitude to Mr. Richardson, the Board of Selectmen accepts Conservation Restriction No. 64, as recommended by the Conservation Commission and Conservation Restriction Advisory Committee.

Appointments

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to appoint Tom Radcliffe to the Youth Commission for a term that will end on June 30, 2013

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to appoint Dawn Hatch to the Youth Commission for a three year term that will end on June 30, 2014.

Banta Davis Task Force

On a motion made by Mr. Gorecki and seconded by Mr. Williams it was unanimously **VOTED** to appoint the following to the Banta Davis Task Force: Board of Selectmen – John Williams, School Committee member – Mary Storrs, Planning Board member– Jonathan Stevens, Recreation Commission member – Rick Amodei, and Housing Authority member – Randy Brown.

Mr. Williams said we still need two additional members to complete the membership on the Banta Davis Task Force; a community at large member and a Housing Trust member.

Grant Application – Bruce Freeman Rail Trail (BFRT)

Alan Cameron, the Town's representative to the BFRT Friends was present with Emily Teller and Chris Barrett from the Town of Westford. He said there have been some new developments that the Board should be aware of regarding parking near the rail trail in Westford. He introduced Angus Jennings, the Director of Land Planning in Westford, who explained the situation. Mr. Jennings said the Town of Westford has been working on the parking issue near the rail trail since last summer. He said since 2009 the user-ship of the rail trail has gone up consistently but the downside is that there is no parking at the trail terminus and the nearest parking is 2.5 miles away at Hart Pond in Chelmsford. He added that the Town of Westford has had a problem with illegal parking on state roads near the intersection. He said this past week the Town of Westford held an all-Boards meeting to consider this issue and they looked several identified parcels to solve the problem. He said what was suggested was using a site in Acton that would accommodate eight to ten parking spaces. Mr. Jennings explained the following concept that was discussed at that meeting. Mr. Jennings said they will work with the Iron Horse Preservation Society, Inc. to improve the MassDOT layout. He said they will work with the Town of Acton, Westford Engineering and Highway departments to secure permitting as necessary for the parking area in Acton. Mr. Jennings said this will be an interim solution. He

said the Town of Westford would like to pursue the grant funding and tonight he was asking for a letter of support for the grant application. In response to Mr. Stevenson, Mr. Jennings said the grant request would be under \$100,000.00. Mr. Scavongelli asked who is responsible for maintenance of the rail trail. Mr. Jennings said the Commonwealth retains custody but the municipalities are responsible for the care.

On a motion made by Mr. Williams and seconded by Mr. Scavongelli unanimously **VOTED** to provide a letter of support for the grant application to MassWorks to pay for the extension of the Bruce Freeman Rail Trail and for the parking.

Minutes

On a motion made by Mr. Hult and seconded by Mr. Williams, it was **voted 4 yes, 1 abstaining** to approve the Minutes to the Board of Selectmen meeting of August 23, 2011.

Joint Meeting with FinCom-CCHS Building Project

Karla Johnson and Louis Salemy were present from the Concord-Carlisle High School Building Committee. Also present were Concord Carlisle Superintendent Diana Rigby, Jean Roberts from OMR Architects and David Saindon OPM from KVA.

Karla Johnson began the presentation. She said the new school will meet the needs of the student and is cost effective. Karla spoke about the New England Association of Schools and Colleges (NEASC) issuing several warnings to CCHS about the deteriorating conditions. She said if these issues are not improved, the school could lose its accreditation status and the Schools reputation will be severely impaired. Karla said the MSBA has reviewed the Feasibility Study and has found that the approach they are taking is reasonable and cost effective and meets the needs.

Jean Roberts from OMR Architects talked about how they developed the schematic design. Ms Roberts said they looked at 10 options and 30 variations of these options. She said the building committee narrowed the options down to three choices, which were varying degrees of major/minor renovations and additions and a new building scheme. It was determined that a single-phased new building was the most appropriate –most cost effective solution. In regard to the schematic design, she said the new building would be built behind the existing building.

Ms Roberts said they are looking forward to November and the Town vote. She said that would take them into December and the Design Development. She said their intention is to go out to bid in the fourth quarter of 2012 and start construction in late 2012 or early 2013.

Karla Johnson said they are not adding any new programs. The square footage of the building has dropped to 166,000 sq. ft. from 170,000 sq. ft. She said they were over only in two areas; which were the extra gym and the community space.

Karla spoke about various costs to alternate projects. She said the cost to bringing the School up to code would be \$70million. Karla said the MSBA did not support this project.

In regard to special education, Louis said they will be able to keep many special education students in house because they will have the space for them. He prepared a chart, which showed how the cost would impact the Town of Carlisle. He said it would be a 5.5% tax increase to the Town of Carlisle.

Karla said with the reimbursement from MSBA, the cost of the new school would be \$64.5million versus \$70million for bringing the building up to code.

Mr. Stevenson thanked Karla, Louis and Jean Roberts. Louis informed everyone that the CCHS Building Committee would be hosting a Community Forum at the Carlisle Public School Auditorium on Tuesday, September 20th at 7:30 p.m.

Mr. Scavongelli asked Louis about the affect the cost of the new school would have on the average tax bill of the Carlisle residents. Louis said that a 5.5% increase would mean about a \$630.00 per year increase to the average tax bill.

Mr. Williams said he was concerned that we are between 40 – 50% higher in terms of the costs to Carlisle than for the Carlisle Public School, which we said at Town Meeting that we would be approximately in the same spot, and now appears that we are not. He said with the same square footage, why would there be such

an increased ability to keep special education in district. He also asked about Concord-Carlisle's ability to have a vibrant athletic program without an extra gym. Would we be the only High School in the Northwest area without an extra gym? David Saindon, from KVA said in regard to the costs, we are comparing our project to projects that are 50% or 80% complete. Superintendent Diana Rigby replied to the special education question. She said it was about re-structuring space. The rooms that the special education students are in now are not adequate. She said with the new school, the space will allow these students with special needs to be served more extensively and there will be fewer students sent out of district.

Louis said in reply to the question about how many schools have two gyms; he said the issue was not about how many gyms, but about the square footage.

Mr. Gorecki said the School Building Committee did a great job on the project.

David Model from the Finance Committee said the FinCom is present tonight to hear about the project and come together with the Board of Selectmen on same.

Mr. Stevenson said we will have to give the School Building Committee some indication of our support.

David Verrill from the Finance Committee asked for further information about the reimbursement percentages and what is the process for confirming these reimbursements. David Saindon went over the Maintenance reimbursement, Green Initiatives and the pending 'CM at risk' reimbursement. In response to David V as to whether there would be any other fund raisers in the future, Louis said there will be a fund raiser, but it will be for technology for the school, not the building. Also in reply to David Verrill, Louis said the construction does include furniture.

Jerry Lerman, chair of the FinCom said he was concerned about the projected \$630.00 per household tax increase. He asked if there was anyway some costs could be reduced. Louis did not think that was possible.

David V asked if there would be any changes in the operating budget, or changes in the staff. Superintendent Rigby said she is anticipating a decrease in energy costs but no decrease in programs.

David Guarino, Finance Committee said since they are aware of 11.5% of non-reimbursable costs, when will they be absolutely sure of this amount? Louis said they will know for certain by September 28th.

David Model asked the Board of Selectmen whether have decided to support this project. He said it would be courteous to the MSBA that within this week the FinCom and Board of Selectmen indicate whether they support this project.

In response to Mr. Stevenson, David Model said the Finance Committee was prepared to take a vote in support of the project. Mr. Hult said at Town Meeting we have to have a simple majority and the same at the Ballot box.

Mr. Gorecki said he was very supportive of the project and it was his opinion that the committee has done a fabulous job.

Mr. Williams he did not feel that this has been a good process. He said he does not support the project but supports the project going to Town Meeting.

Mr. Scavongelli said he was not aware that the Board would be taking a vote on the project tonight, and if this is the case, it is with great reluctance and hesitation that he will vote in favor of supporting the project. He said it is not about the options, but about the taxes. He said all of the other towns have businesses; Carlisle only has residents to bear the burden of taxes. It makes sense to build the school, but the impact on the Town is very disconcerting to him.

Mr. Hult said he will support the project. He added that it is the largest public expenditure the Town has made by a significant amount.

Mr. Stevenson said he shared the concerns of Mr. Williams and Mr. Scavongelli, and he agreed that this will be a challenge to some taxpayers. He will support the process that allows the voters in Carlisle to make a decision on the project. Mr. Stevenson said he supports the project also.

Mr. Stevenson thanked the CCHS Building Committee for their presentation.

Technology Audit/Survey – Mark Hersey

Mark Hersey was present to talk about a technology audit/survey. Mark said he developed a five- year plan and would like to offer his services to the Town pro bono. He prepared a Charter that explained the purpose

of the technology audit, which was to define the scope, objective, and overall approach for the creation of the technology plan. Mark said the idea of this is that we have all come to use technology in many ways, whether it is in general communication, official records, words in documents, or spreadsheets and the main point of technology is to make this more efficient.

His method was to interview all interested parties as determined by the Town Administrator. The project would not include the Carlisle Public School. He said the goals are to improve communication and efficiency. His intent is to take as little time as possible from people in Town Hall and gather information, concerns and issues and put together a report for the Board to review. Mark said after that he would do some analysis as to solutions and costs and bring that back to the Board for consideration. Mr. Stevenson thanked Mark for coming forward to address this matter.

Mr. Hult suggested creating a committee to assist Mark in this process. Mr. Stevenson agreed that over the next two weeks we seek one or two more people to assist in this process. He asked the Board to look over the Charter that Mark prepared and he said in two weeks we could authorize the Charter.

Jerry Lerman of the Finance Committee informed the Board that the FinCom had *voted unanimously* to support the CCHS Building Project.

Letter to MMRHS District School Committee & Superintendent

Mr. Stevenson said with great assistance from Tim Hult a letter was prepared to Dr. Bouquillon the Superintendent of the Minuteman Regional High School outlining our concerns mostly related to the allocation of expenditures and the issues regarding the out of district students. He said on August 30th there was a meeting held here with Selectmen, Town Administrators, Finance Committee reps from five other towns that have similar concerns. Mr. Stevenson and Mr. Hult said this was a good meeting and the people who attended supported the project however, there were concerns about how it was being funded. The letter to Superintendent Bouquillon [attached hereto] was sent to the following Towns for their signatures: Sudbury, Wayland, Belmont, and Weston. He said tonight the letter is before the Carlisle Board of Selectmen for endorsement. Mr. Stevenson said the Town of Concord has decided to draft their own letter.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to sign the letter to the MMRHS District School Committee and Superintendent.

Board of Selectmen FY12 Goals

Mr. Stevenson said he went over the FY12 Goals and made a few changes. Mr. Williams said they were in good condition now. Mr. Scavongelli said he has reviewed the Goals over the weekend because he was not present at the last meeting. Mr. Stevenson said the Board will tentatively approve the Goals and then over the next few weeks we can attempt to get feed back from some of the key Boards and Committees.

In response to Mr. Stevenson, Mr. Scavongelli said he would like to be involved with the Recreation Commission, Highland Building and Financial Management.

After discussion and deliberation the Board decided to assign the members to each of the following Goals:

- 1) Financial Management – John Gorecki and John Williams
- 2) Education – Tim Hult and Doug Stevenson
- 3) Effective & Efficient Town Services – John Gorecki and Peter Scavongelli
- 4) Stable & Responsive Public Utilities – Tim Hult and John Gorecki
- 5) Recreation & Community Activities – Peter Scavongelli and Doug Stevenson
- 6) Affordable Housing - John Williams and Peter Scavongelli
- 7) Conservation Land & Open Space – John Gorecki and Tim Hult
- 8) Safety & Security – John Williams and Doug Stevenson

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to adopt the FY12 Board of Selectmen Goals [attached hereto] as presented pending review of the Boards and Committees.

Mr. Stevenson said the Goals will be sent out to the Chairs of the various Committees and Boards and at our next meeting there will be a discussion on their comments and feed-back.

New Business

Mr. Hult said he would like to reply to the Aug 22, 2011 letter the Board received from Madeleine Koenig.

Mr. Williams presented a letter to Governor Patrick expressing our support of the proposed initiative to increase funding for the State Low-Income Housing Tax Credit program. He said the letter also explains that we have a project going forward and that we are asking for support. Mr. Williams noted that this letter is also sent to our local officials. On a motion made by Mr. Williams and seconded by Mr. Scavongelli, it was unanimously **VOTED** to authorize the Chair of the Board of Selectmen to sign the September 12, 2011 letter to Governor Patrick regarding the State Low Income Housing Tax Credit program.

Liaison Reports

Mr. Gorecki spoke about the FinTeam meeting this morning. He said documents were being prepared for Free Cash certification, but there were no final figures to report.

Mr. Hult asked about the earlier mention of a potential reduction in the reimbursement from MSBA for the Carlisle School Building Project. Mr. Gorecki said this is in regard to reimbursable and non-reimbursable amounts. It does not mean the money for the project is in jeopardy. Mr. Stevenson said he has spoken with Lee Storrs who is working with the OPM on this matter.

Executive Session

At 10:20 p.m. a motion was made by Mr. Williams to go into Executive Session pursuant to MGL Ch. 30A, §21(a) (3) to discuss collective bargaining strategy as discussing the matter in open session would have a detrimental effect on the Town's bargaining and negotiating positions. The motion was seconded by Mr. Gorecki and the following roll call vote was taken: Stevenson – aye; Scavongelli –aye; Gorecki – aye; Hult – aye; and Williams – aye.

Respectfully submitted by Margaret deMare